

# **TRANSIT ADVISORY COMMITTEE**

## **May 19, 2016**

**Presiding:** Chair Carol Luce

**Committee Present:** Walt Daniels, Matt Olsen, Elizabeth Burrows Chapin, Don Smeback, Francisco Zamora Flores (attended the bus tour), and Gloria Randolph

**Committee Absent:** None

**Staff Present:** Julie Wehling, Nancy Muller, and Kristie Chilcote

**Others Present:** Bill Chapin, Spencer Chapin, and Tracie Heidt, Council Liaison

**CALL TO ORDER:** Chair Luce called the meeting to order at 5:31 p.m. in the Canby Area Transit Office.

The minutes from the April 28, 2016, meeting were reviewed.

Walt Daniels made a motion to approve the minutes as written. Motion seconded by Don Smeback and passed 6-0.

**\*\*Due to a recording failure the remainder of the minutes are from written notes\*\***

### **OLD BUSINESS:**

- A. Operations Report: Kristie Chilcote said ridership had decreased from last year, but General Public Dial-A-Ride, same day service, and shopping shuttles had all increased. She thought the same day service was a good service to provide and was necessary, especially for medical emergencies.
- B. Rider of the Month: The May Rider of the Month was picked today. No information has been submitted yet.
- C. Transit Plan: Ms. Wehling stated the RFP for a consultant to facilitate the Transit Master Plan process was posted in the Daily Journal of Commerce and in ORPIN on May 18<sup>th</sup>. Proposals are due June 15<sup>th</sup>. Interviews would take place on June 20<sup>th</sup> and 21<sup>st</sup>; the successful proposer to be announced on June 22<sup>nd</sup>. The meeting dates for public engagement should be known before the contractor begins on September 7<sup>th</sup>.

- D. Liz Chapin agreed to serve on the RFP Committee with Ms. Wehling and Valerie Kraxberger, who does procurements for the City. Ms. Chapin was recognized for her willingness to volunteer.
- E. Property purchase: Ms. Wehling reported that the PLAT had not been received from the County yet. She said we were nearing the top of the list and hope to have some news soon.

### **NEW BUSINESS:**

- F. Budget: Ms. Wehling said the City of Canby Budget Committee approved the proposed budget on May 11<sup>th</sup>. The budget will be presented to the City Council for their approval at the June 15<sup>th</sup> Council meeting.
- G. Meeting Schedule: July's Transit Advisory Committee meeting is cancelled. The next meeting will be held on August 25<sup>th</sup>.
- H. New Buses: The three new ARBOC buses are in service. Bus 31 began on May 5<sup>th</sup>; Bus 32 on May 6<sup>th</sup>; Bus 33 on May 12<sup>th</sup>. There was an issue with the floor securement system. Adding tie down locations should remedy this issue.
- I. CTAA Conference: Ms. Wehling and Ms. Chilcote attended the CTAA conference in Portland on May 23rd through May 27<sup>th</sup>. Ms. Wehling was a judge at the Bus Roadeo which occurred on May 21<sup>st</sup> and 22<sup>nd</sup>.

**CITIZEN INPUT:** None.

**DISCUSSION ITEMS:** None.

### **ADJOURN:**

Meeting adjourned at 5:47 p.m.

The Committee and guests had a ride on a new ARBOC after the meeting adjourned. They saw the new bus parking lot, Transit Center and had a ride through South Canby.

Assisted with Preparation of Minutes – Susan Wood, Nancy Muller